

Frederick County Public Schools: Student Chromebook Use Expectations

1. Vision and Introduction

The Chromebook program supports the mission of empowering students through a secure digital ecosystem, preparing them for the "3Es": enrollment, employment, or enlistment. This policy is established under the authority of the Frederick County School Board and follows state mandates requiring a biennial review of internet safety protocols. Access to the system—which includes but is not limited to hardware, software, Artificial Intelligence (AI), and network infrastructure—is a privilege, not a right.

2. Daily Student Responsibilities

To maintain readiness for learning, students must:

- **Daily Charging:** Bring the device to school fully charged every day. This is for middle and high school students only.
- **Identification:** The FCPS property tag must not be removed, defaced, or altered.
- **Secure Transport:** Always use a backpack or two hands to carry the device, and close the lid before moving or walking.

3. Care, Maintenance, and Prohibited Handling

Students are the primary caretakers of their devices and must follow strict care guidelines:

- **Screen Protection:** The screen is highly sensitive. Do not lean on the device, store it in "tablet mode" for long periods, or leave items (pens, earbuds) on the keyboard before closing.
- **Cleaning:** Use only a soft, dry microfiber or anti-static cloth.
- **Environmental Safety:** Protect devices from extreme temperatures (never leave in vehicles), moisture, food, drinks, and pets.
- **No Defacing:** Students may not place stickers, markings, or drawings on the device or its accessories.
- **Storage:** Do not store devices at the bottom of a locker or backpack where heavy items might crush them.

4. Digital Citizenship and Prohibited Behaviors (Policy 323R)

In accordance with **School Board Regulation 323R**, the following behaviors are strictly prohibited:

- **Illegal & Unsafe Acts:** Transmitting illegal material, harassing/bullying others, or impersonating individuals in electronic communications.
- **Security Violations:** Attempting to circumvent filters, guessing passwords, or gaining unauthorized access to accounts or data.
- **Banned Applications:** The use of any application not approved by FCPS such as TikTok or WeChat (or any ByteDance/Tencent software) is strictly prohibited on school-issued devices.
- **Ethical AI Use:** Students must use AI and emerging technologies only as authorized by staff and within ethical guidelines.
- **Personal Gain:** Using the system for operating a business, soliciting money, or product advertising.
- **Resource Waste:** Maliciously creating viruses or wastefully using file space.

5. Privacy, Filtering, and Monitoring

- **No Expectation of Privacy:** FCPS retains control over the computer system. All web access logs, student email, and Google Drive content are subject to monitoring at any time.
- **State-Mandated Filtering:** In compliance with the Children's Internet Protection Act (CIPA), FCPS uses filters to block obscene or harmful material.
- **Home Use:** While remote filtering is active, it may not be as robust as school-based protection. **Parental supervision is required** for home use.

6. Balanced Wellness and "Analog-First" Environments

FCPS prioritizes high-cognitive engagement and social-emotional growth:

- **Non-Instructional Time:** During non-instructional time like indoor recess, devices must be powered off and stored to encourage face-to-face interaction.
- **Intentional Use:** Devices are not to be used as a "free choice" activity for early finishers or as a behavioral reward.
- **Chromebook Hours:** FCPS devices will be turned off every evening. Students will be locked out of their FCPS-issued Chromebooks during the following windows:
 - Elementary School Students: 9:00 PM - 6:00 AM
 - Middle School Students: 10:00 PM – 6:00 AM
 - High School Students: 1:00 AM – 5:00 AM
 - NREP - 9:00 PM - 6:00 AM
 - DJH - 1:00 AM – 5:00 AM

7. Repairs and Financial Responsibility

- **Authorized Repairs:** All repairs must be handled by the school Help Desk. Parents/students must never attempt repairs or use outside services.

- **Liability:** Parents/legal guardians are responsible for the **actual cost of repair or replacement** if damage is due to negligence or intentional misuse (e.g., damage from food/drinks or leaving the device in an unsecured location).
- **Theft:** If stolen, a police report must be filed within 48 hours and a copy provided to the school.

8. Agreement and Signatures

In accordance with state and local requirements, annual signatures from both a parent and student are necessary for your child to use a school-issued device. While you complete the parent portion of this agreement, your child will be guided through their responsibilities during a chromebook presentation on safety and guidelines at school, where they will then sign their chromebook contract agreement.

Parent/Legal Guardian Signature: _____ **Date:** _____